## OFFICE OF THE MAYOR

CITY OF CHICOPEE RICHARD J. KOS





# A MESSAGE FROM THE MAYOR

Dear Friends,

It is my pleasure to introduce to you the new and improved 'Good Neighbors Handbook' for the City of Chicopee.

Enclosed you will find all that you need to not only be a great neighbor here in the City of Chicopee, but information that can better assist you in getting the help you need from your government.



All too often residents concerns go unanswered simply because they don't know who to contact. It is my hope that this handbook, along with all of its information will go a long way in improving the quality of life in our City.

My goal as Mayor has and will always be to build a better Chicopee. By using this handbook, we take one giant step towards achieving that goal.

If for whatever reason you are unable to find the information you are looking for in this booklet, please do not hesitate to call my office at 413-594-1500. My staff and I are here to serve you.

Thank you for taking the time to read through this handbook. I hope to see you real soon out and about experiencing all the great things Chicopee has to offer.

Yours Truly,

Richard J. Kos, Mayor

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## **ELECTED OFFICIALS**

#### CITY HALL DIRECTORY

Mayor, Richard J. Kos mayorkos@chicopeema.gov	413-594-1500
Clerk, Keith Rattell krattell@chicopeema.gov	413-594-1466
Collector, Stanley Iwanicki siwanicki@chicopeema.gov	413-594-1480
Treasurer, Marie T. Laflamme mlaflamme@chicopeema.gov	413-594-1560
Assessors:	413-594-1430
Assessors:  Laura McCarthy, Chairperson  Imccarthy@chicopeema.gov	413-594-1430
Laura McCarthy, Chairperson	413-594-1430

#### CITY COUNCIL AT-LARGE

Frank N. Laflamme flaflamme@chicopeema.gov	413-592-0474
Gerard (Jerry) Roy	413-593-3506
James K. Tillotson	413-593-9374
Robert J. Zvgarowski	413-594-6078

*CITY COUNCIL OFFICE* 413-594-1435

## **ELECTED OFFICIALS**

#### CITY HALL DIRECTORY

President, John L. Vieau, Ward 3 <a href="mailto:jvieau@chicopeema.gov">jvieau@chicopeema.gov</a>	413-536-8838
Vice-President, Shane D. Brooks, Ward 2 <a href="mailto:sbrooks@chicopeema.gov">sbrooks@chicopeema.gov</a>	413-530-2347
Ward 1: Joel McAuliffe jmcauliffe@chicopeema.gov	413-459-0054
Ward 4: George Balakier gbalakier@chicopeema.gov	413-594-8137
Ward 5: Frederick T. Krampits <a href="mailto:fkrampits@chicopeema.gov">fkrampits@chicopeema.gov</a>	413-592-1950
Ward 6: Derek Dobosz ddobosz@chicopeema.gov	413-557-8981
Ward 7: William Courchesne bcourchesne@chicopeema.gov	413-531-7555
Ward 8: Gary R. Labrie glabrie@chicopeema.gov	413-538-9575
Ward 9: Stan Walczak swalczak@chicopeema.gov	413-532-9729



## **ELECTED OFFICIALS**

#### **School Committee**

#### Mayor Richard J. Kos, Chairperson

#### **At-Large Members**

Chester Szetela cszetela@cpsge.org	413-592-7061
Michael J. Pise mpise@cpsge.org	413-594-6346
Ward Members	
Ward 1: Jim Tanhauser, Jr jtanhauser@cpsge.org	413-240-4251
Ward 2: David Barsalou dbarsalou@cpsge.org	413-592-9792
Ward 3: Marjorie A. Wojcik mwojcik@cpsge.org	413-592-1365
Ward 4: Sandra Peret speret@cpsge.org	413-594-6581
Ward 5: Deborah A. Styckiewicz dstyckiewicz@cpsge.org	413-896-8628
Ward 6: Susan Szetela-Lopes slopes@cpsge.org	413-592-6015
Ward 7: Donald J. Lamothe dlamothe@cpsge.org	413-532-1018
Ward 8: David Schryver, Sr dschryver@cpsge.org	413-658-7642
Ward 9: Mary Elizabeth Pniak-Costello mcostello@cpsge.org	413-532-9750





FACEBOOK.COM/CITYOFCHICOPEE



@CHICOPEE\_MA



@CHICOPEE\_MA

vimeo VIMEO.COM/CSCTV

All televised government meetings can be watched on demand on Vimeo

## **ANIMALS**

#### Dog Bites (144-7B2)

A dog that has bitten a person will be quarantined for a minimum of 10 days.

To report a dog bite, call the Board of Health at 413-594-1660.

**Enforcement**—Lisa A. Sanders, Health Director <a href="mailto:lsanders@chicopeema.gov">lsanders@chicopeema.gov</a>

*Fine*- \$50



#### **Control of Nuisance Animals (144)**

Owners must control their animals to prevent them from becoming a public nuisance. Any animal may be declared a public nuisance if it molests passersby or passing vehicles, attacks other animals, trespasses on school grounds or private property, is repeatedly at large, damages private or public property, makes any noise natural to its species so as to disturb the peace or creates excessive offensive odors.

**Enforcement** - Thomas J. O'Connor Animal Control Center/Board of Health Fine - Up to \$200/day

The Animal Control Center is located at 627 Cottage St. in Springfield. They can be reached by phone at 413-781-1484 from 8:00 a.m. to 4:45 p.m. Monday through Friday, and from 12:00 Noon to 4:00 p.m. on Saturday. If there is an emergency situation occurring during non-business hours, call the Chicopee Police Department at 413-594-1700 or 413-592-6341.

#### Vicious Dogs (144-2)

It is unlawful for a person to keep, harbor, or maintain on or off their premises a vicious domestic animal or dog, except in a secure enclosure or when the animal is both leashed and muzzled and under the control of an adult or a law enforcement official.

**Enforcement** - Thomas J. O'Connor Animal Control Center/Board of Health **Fine** - Up to \$250/day

#### Dog Licenses (144)

Any person owning, keeping, harboring or having custody of any dog over three months of age within this City must obtain a license as provided in this chapter.

**Enforcement**- City Clerk, Keith Rattell <u>krattell@chicopeema.gov</u> 413-594-1466 **Fine-** \$5 per month/up to \$50

## **ANIMALS**

#### Failure to Remove Animal Waste (144-21)

The owner of every animal shall be responsible for the removal of any fecal matter deposited by his or her animals) on public walks, recreation areas (including parks) or private property.

Fine - \$100/day

#### Dog on School Premises (144-25)

Owner or keeper of any dog shall not allow his dog to be upon any school grounds between hours of 8 a.m. and 4 p.m. on any day that such schools are in session.

Fine -\$100/day

#### Vaccinations (144-6)

All dogs and cats 6 months of age or older shall be immunized against rabies by a licensed veterinarian. The owner must have in his possession a current vaccination certificate.

**Enforcement** - Certificates subject to the inspection of the Animal Control Officer or designated agent of the City.

**Fine** - up to \$200/day

#### <u>Livestock Permits (rabbits, chickens, etc.)</u>

Health regulations require a permit to maintain livestock on private property. Call the Board of Health for more information at 413-594-3557, ext. 376.

Enforcement - Lisa A. Sanders, Health Director <a href="mailto:lsanders@chicopeema.gov">lsanders@chicopeema.gov</a>

## **GENERAL BUSINESS**

## REGULATIONS

#### **Home Occupation Licenses (275-41)**

A license is required for home occupation. Any person operating a business without a license or proper permit shall be ordered to cease operations and can be fined. Information and applications for home occupation licenses can be obtained from the City Clerk's Office.

**Enforcement** - Building Department

*Fine* - \$100

## **GENERAL BUSINESS**

#### Alcoholic Beverages (109-1)

It is unlawful for any person to possess, consume from and/or transport: an open container of alcoholic beverages on any public street, sidewalk or way or on any grounds owned by the City or any place to which the public has a right of access. Exempt are events and festivals licensed by the License Commission.

*Enforcement* - Police Department 413-594-1700 or 413-592-6341 *Fine* — 1st offense \$50, 2nd offense \$100, 3rd offense- License Suspension

#### **Prohibition Sale of Tobacco Products**

Whoever sells tobacco products by vending machines or otherwise to a person under the age of 18 years of age should be punished by a fine.

Fine - 1st offense \$100, 2nd offense \$200, 3rd offense \$300.

#### **Registrars of Voters**

In order to vote in any municipal, state or national election, you must be registered to vote. You can register to vote in person at the Registrar of Voters Office in City Hall, Registry of Motor Vehicles, and any Chicopee Public Library. You may also register by completing and mailing an Affidavit of Voter Registration, available at the Chicopee Senior Center, 7 Valley View Court, Chicopee High School, Chicopee Comprehensive High School, Elms College, Doverbrook Estates Office, the Willimansett Nursing Home, or by calling the Registrar of Voters Office. The Affidavit of Voter Registration must be received or postmarked by the 20th day before an election for you to be able to vote in that election. Call the Registrar's Office at 413-594-1550 for polling location information or for the names of your elected officials. The Registrar's Office can also provide proof of residency for Chicopee residents along with census information and passport services.

#### **Public Records**

The City Clerk provides access to public records in compliance with State Public Records Law and corresponding regulations. That office also provides certified copies of vital records and conducts or assists with genealogical research for members of the public.

#### Licenses

The City Clerk issues state licenses and permits including: marriage and permits for raffles and bazaars. The City Clerk also issues county or local licenses, permits and certificates including: business certificates, animal licenses, birth certificates, death certificates and fuel storage permits.

#### **New Businesses**

New businesses in the City may be subject to personal property tax. An informational brochure is available in the Assessors' Office. Businesses seeking public incentive financing may contact the Office of Community Development to discuss eligibility at 413-594-1490.

#### **Tax Abatement and Exemption**

Applications for tax exemptions are available at the Assessors' Office. For additional information call 413-594-1430.

#### **City Maps**

City maps are available in the Engineering Department, located at the DPW Offices at 115 Baskin Drive and also in the Department of Planning and Development located in the City Hall Annex, Fourth Floor.

**Fee**- \$2.00

#### **Property Record Cards**

Property record card copies are available for a fee at the Assessors' Office in City Hall.

Fee- \$

#### Plot Maps

Plot maps are available in the Assessors' Office.

Fee- \$

## POLICE DEPARTMENT

#### **POLICE DEPARTMENT**

#### **Phone Numbers:**

Emergency - 911

Business Calls - 413-594-1700/413-592-6341

Detective Bureau - 413-594-1730 Narcotics Hotline - 413-594-1763 Firearms License - 413-594-1750



The following documents can be obtained Monday through Friday from 8:00 a.m. to 4:00p.m. at the Police Station located at 110 Church Street:

<u>Description</u>	<u>Cost</u>	<u>Notes</u>
F.I.D./Mace Cards	\$25/6yrs	Appointment required
F.I.D. Cards	\$100/6yrs	Appointment required
Pistol Permits	\$100/6yrs	Appointment required
Sunday/Holiday Permits	\$10	Retail & Manufacture (7 day notice)
Police Report	\$0.50/page	
Accident Reports	\$5	Available 7 days/week
Parade Permits	\$1	
Record Checks for Adoption,		
Hawkers, Peddlers, Raffles	Free	Appointment required

<sup>\*\*</sup>Bicycle auctions are periodically held and are advertised in the local paper.

## FIRE DEPARTMENT

#### **Fire Station Locations**

Station #1: Headquarters, 80 Church Street

Station #3: 96 Cabot Street

Station #4: 654 Burnett Road

Station #5: 580 Chicopee Street

Station #7: 739 Grattan Street

Station #8: 900 James Street.



#### **PHONE NUMBERS**

Emergency	911
Non-Emergency Calls	413-594-1600
Business Calls	413-594-1630
Ambulance Billing Calls	413-594-1643
	413-594-1583
Smoke Detector Inspections	413-594-1605

<sup>\*\*</sup>Tours of the police station are granted by appointment.

#### **Emergency Calls (911)**

In Massachusetts, you can dial 911 from any telephone or teletypewriter (TTY) to get emergency assistance. The person who takes your call will have your telephone number and address displayed on their monitor. This identification feature is not currently available to cellular or PBX customers. If you have touch-tone phone service you can use Silent Call Processing during emergencies by dialing 911, then press 1 for the Police, 2 for the Fire Department, or 3 for an Ambulance.

#### REMEMBER, DIAL 911 ONLY IN AN EMERGENCY SITUATION!

#### Fire Prevention (160-3)

All residential dwelling units (including boarding houses and dormitories) are required to have heat detectors, smoke detectors or sprinkler systems as determined by the Fire Department. Property owners are responsible for compliance.

**Enforcement** - Fire Department

Fine - \$100/day

#### House Numbers (MGL Ch. 148. S.59)

Every building in the Commonwealth shall have affixed thereto a number representing the address of such building. ALSO, the City of Chicopee Ordinance, S243-2, requires the number to be in figure form, 4 inches in height on buildings 25 feet or less from the property line and 6 inches in height on buildings beyond 25 feet from the property line. Ordinance S243-4 requires the numbers to be in contrasting colors.

**Enforcement** - City Engineer/Fire Department

*Fine* -\$100/day

#### Fire Alarms CMGL Ch. 268 S.321

Defacing or tampering with a fire alarm system is punishable by a fine of not less than \$500 nor more than \$1,000 or by imprisonment for not more than 2 years.

#### Fire Hydrants (269-9)

No person other than Fire Department personnel shall use any fire hydrant for any purpose.

**Enforcement** - Police Department **Fine** - Up to \$50



#### **Fire Department Permits**

Blasting	\$25
Cutting/Welding (Hotworks), Dumpster	\$25
Fireworks	\$25
Flammable Fluid/Combustible Fluid/ Tank truck	\$25
FP-300 Process Hazardous Materials	\$50
Gun Powder	\$25
Power Burner	\$25
Propane Tank (per tank)	\$25
Research of Underground/Above Ground Tank Records	\$25
Smoke and Carbon Monoxide Detectors Compliance Certificate	\$25
Tank Installation (Above Ground)	\$25
Tank Installation (Underground)	\$50
Tank Removal (Above Ground and Underground)	\$25
Vent-Free Gas Appliance Installation	\$25
Waste Oil Storage Permit	\$25

#### Back Water Valves (269-121)

Valves must be installed to prevent water from backing up into homes. For additional information, call the Board of Health at 413-594-1660.

**Enforcement** - Plumbing Inspector

#### Septic Systems Approval (275-48)

Approval is needed before a septic system can be installed in the City. Call the Health Department for more information.

Enforcement - Board of Health

#### Plumbing & Gas (CMR 248.204.3C)

Plumbing and natural gas work is to be performed by licensed professionals. For additional information, call 413-594-1671 (Plumbing & Gas Inspectors)

**Enforcement** - Plumbing Inspector

#### Refrigerator Entrapment (MGL 271. S26)

Whoever fails to remove the door or doors from a container originally used for refrigeration purposes before discarding it or setting it aside for failure to use such a container or before keeping it out of doors for sale, or any other purpose in a place accessible to unattended children, shall be fined.

Enforcement - Board of Health

**Fine** - Up to \$1,000

#### Food-Borne Illness Investigation (105 CMR 590)

To Report suspected food contamination, call the Health Dept. at 413-594-1660

#### Food Establishment Complaints (105 CMR 590)

To report excess garbage on a property or poor food handling practices, call the Board of Health at 413-594-1660.

#### **New Construction Additions & Alterations**

Before starting a building project including alterations, pools, or out-buildings call the Building Department at 413-594-1440.

## **HOUSING & ZONING**



Unused, uninhabited or abandoned buildings should not be accessible trespassers. To report unsecured or unsafe buildings call the Building Department at 413-594-1440.

#### **Zoning Information (275)**

The use of any property is determined by the zoning district in which it is located. Zoning maps are available for viewing in the Building Department and the Planning Department.

#### Zone Changes (275-12)

The City Council has the authority to change the zoning for any given property. To request a zone change from the City Council, pick up a form and instructions from the Planning Department. The process takes at least 2 months and there are no guarantees that requests will be granted. Two public hearings are involved.

Fee - \$150.00

#### Variances (275-8)

The zoning of a piece of property determines the minimum size of a buildable lot and where on the lot structures may be placed. To request relief from a dimensional requirement of the Zoning Ordinance, you may request a variance from the Chicopee Board of Appeals. The process takes at least 2 months. Generally only one public hearing is required. There are no guarantees that requests will be granted. Forms and information rule available in the Planning Department.

Fee - \$150.00

#### **Dividing Lots**

Creating additional lots from one existing lot may require a new deed, a survey plan called a Subdivision Approval Not Required plan, subdivision approval or other legal actions by the Board of Appeals and the Planning Board. Contact the Planning Department for further information at 413-594-1515.

Fee - Varies with action.

#### Fences (275-44)

Residential fences must be no higher than 3.5 feet in height from the setback line to the street line and may be as. high as 8 feet from the setback line to the rear on the side lines and across the back of the property. Fences must not obstruct views so as to deny safe access to the property and abutting property. Fences may be placed just inside the property boundary and there is no law regarding how they must face. Be a good neighbor and turn the finished side of the fence toward the outside. Remember, when you fence your yard, you are partially fencing all the yards that border your fence.

**Enforcement** - Building Department

#### Good Housekeeping (169-9 & 169-12)

Property owners are responsible for maintaining their property and keeping it in a clean and sanitary condition, free from garbage and refuse. Owners are also required to keep the sidewalks and tree belts free from obstructions and litter.

**Enforcement** - Board of Health

#### **Housing Improvement Programs**

The Office of Community
Development makes referrals to a variety of housing assistance programs available state-wide. Low interest Loans are available for assisting residents and property owners in the following: home repairs, correcting code violations, renovating, de-leading, purchasing for first-time homebuyers, and making housing handicapped ac-



cessible. Those interested in more information should contact the Chicopee Office of Community Development at 413-594-1490.

### ENVIRONMENTAL QUALITY



## Environmental Quality (MGL 141[40], 272. Ordinance 16, Article IV)

The Conservation Commission is charged with the responsibility of protecting and preserving the City's natural resources and open space. Activities within or near wetlands and water bodies may have to be monitored by the Conservation Com-

mission. The following activities are illegal if conducted within or near wetlands without a permit: filling of wetlands and ravines; building. new structures and additions; dumping of trash; yard waste and other household products and removal of vegetation. The following regulations apply: MGL 131 Section 40, Chicopee Wetlands Ordinance, fines to \$300/day. Ordinance 16, Article IV, Conservation Commission, and MGL, Chapter 131, Section 40: Massachusetts Wetlands Protection Act, fines up to \$25,000 possible. For further information, call the Conservation Office at 413-594-1493.

## MOTOR VEHICLES

#### **Auto Sales**

When a car is sold, notify the Assessors' Office by sending a copy of the plate return receipt or a copy of the new registration showing a plate transfer. If you receive a bill for a car you no longer own, do not ignore it. Contact the Assessors' Office at 413-594-1430 as soon as possible.



#### **Change of Address**

If the address of a vehicle owner changes, the Registry of Motor Vehicles should be notified within 30 days. Registry of Motor Vehicles telephone number is I-800-858-3926

## <u>Abandoned and/or Unregistered Vehicles (262-1, MGL 90 Chapter 22b, MGL Chapter 111 S123)</u>

Generally, no one, except a licensed salvage yard or commercial garage, is permitted to store or park for more than 5 days an abandoned, disassembled or inoperable vehicle.

Enforcement - Board of Health

*Fine* - \$50/day

#### Unregistered Vehicles (275-51)

No more than one unregistered operable vehicle shall be allowed on Residential A or B zoned property.

**Enforcement** - Building Commissioner

*Fine* - \$25/day

#### Motorized Vehicles on Dike System (142-2)

All motor vehicles, including snowmobiles, motorbikes etc. shall be prohibited from the entire dike system of the Connecticut River basin area and the service road of the toe of the Dike Road

*Fine* - \$300/day

## PUBLIC PEACE & WELFARE

#### Noise (200-2, 200-6)

Unreasonable, loud and unnecessary noise is prohibited including:



- The repeated of horns and signaling devices;
- Unnecessarily noisy vehicles;
- Discharge of exhaust without a muffler;
- Construction or demolition prior to 7:00a.m. and after 9:00p.m. on week- days;
- Excessive noise near schools, hospitals, churches, or court houses
- Loud noises over 70 decibels or more for a period of 4 hours or more
- Shouting or crying of vendors which disturbs the peace of a neighborhood;
- Drums, loudspeakers, and similar instruments;
- Unnecessary noise in the conduct or operation of a business.

Enforcement - Police, Building or Health Department

**Fines** - First violation in 12 month period is \$50, second violation is \$100, third violation is \$300.

#### Rude & Disorderly Conduct (243-30)

No person shall behave in a rude or disorderly manner or-use any indecent, profane or insulting language in any street, lane, alley or other public place in the city or near any dwelling house.

Enforcement- Police Department

#### Curfews (139-1)

Persons under 17 years of age may not remain in a public place from 11:00 pm until 6:00 am on weeknights, and from 12:00 midnight until 6:00 am on weekends. Exemptions include, but are not exclusive of those persons who are married, attending a sponsored function, traveling through the City, on public property in front of their own home, responding to a verifiable emergency, or peacefully exercising First Amendment rights.

# STREETS, SIDEWALKS, & PUBLIC PLACES

#### Snow and Ice Removal (243-34.,35, 36)

Owners of property abutting a sidewalk are responsible for cleaning the sidewalk of snow within 24 hours after snowfall. The owner is also responsible for removing ice (or placing sand on the ice) and for removing snow that has drifted on to the sidewalk.

**Enforcement** - Police Department **Fine** - First offense is \$50

# Property Owners: PLEASE CLEAR WALKWAYS. IT'S THE LAW... AND YOUR NEIGHBORS THANK YOU.

#### Snow and Ice (243-33)

Persons who throw snow or ice onto the street or an alley shall be liable to the City for the cost of removing it.

**Enforcement** - Police Department

Fine - First Offense is \$100

#### Failure to Remove Stones or Debris from Streets (243-39)

Small stones or any type of rubbish needs to be picked up from any street, lane or alley or other public place in the city.

Fine - \$50/day

#### Playing Golf in Municipal Parks (206-6)

Playing golf in parks is prohibited.

*Fine -* \$100/day

#### **Defacing Public Property (243-31A)**

No person shall make any indecent figures or write any indecent or obscene words upon, disfigure or deface any fence, building, lamppost, or other public place within the city.

**Fine** - \$300/day

#### Printed Matter on Trees or Posts (243-31B)

There will be no notices or other printed matter on tree belts or any city pole.

Fine - \$25/day

#### Failure to Clean Debris by Hauler (243-45g)

Any person, firm or corporation who carries or hauls any material whatsoever and either knowingly or unknowingly causes or allows for the same to be dispersed upon any city street or way and, after having been given reasonable notice to either remove or dean the same by the Chicopee Police Department, refuses to do so shall be fined.

*Fine* - \$150/day

#### Spray Paint or Indelible Marker (239-2)

No person shall sell any spray paint or indelible marker to a minor, unless accompanied by a parent or guardian at time of purchase.

Fine - First offense \$200, 2nd offense \$300, 3rd offense \$300

#### Run-off of Water to Inconvenience of Passers-Bv (243-32)

No person shall allow his building to shed water on any sidewalk or street in the city, to the injury or inconvenience of passengers.

**Fine** - \$50/day

#### Failure to Remove Broken Glass (243-40)

All broken glass is to be removed from any street, lane, alley, or public place to avoid harming others.

*Fine* - \$50/day

#### Unauthorized Vehicles on Golf Course (172)

All unauthorized motor vehicles, including snow mobiles, motorbikes, etc. are prohibited from the municipal golf course.

Fine - First offense \$200, 2nd offense \$250, 3rd offense within a year \$300

#### Unlicensed Excavation (243-26)

No person, except those authorized by the Superintendent of Public Works, shall break or dig up or cause to be broken or dug up the pavement or ground in any public street or any sidewalk or common in the city.

*Fine* - \$300/day

#### Emergency Winter Parking (260-29)

Emergency parking regulations will be in effect when severe weather conditions warrant. The ban will be advertised on Channel 5 or you may call 413-594- 3557 for information. For emergency parking, in odd years park on the odd side of the street and in even years park on the even side of the street.

Enforcement - Police Department

#### Posting Notices (169-34)

No person shall affix any notice, poster, or handbill to any traffic or lamp post, utility pole; or public tree or upon any public structure except as may be authorized:

Enforcement - Police Department

Fine - Up to \$50/day

#### Obstruction of Streets or Sidewalks (243-28)

No person shall place any article or thing in a public way, sidewalk or street so as to interfere with the convenient use of the public way.

*Fine* - \$300/day

#### Failure to Maintain Tree Belt (243-37)

Any person or corporation owning or occupying property abutting a sidewalk or tree belt shall make sure that .the sidewalk and/or tree belt is maintained in a clean and safe fashion.

*Fine* - \$100/day

#### Tree Planting & Removal (257)

If you wish to plant a tree in a city right-of-way or request removal of a public shade tree (any tree in a tree belt or on public property) contact the Chicopee Tree Warden at 413-594-3566. Hazardous or dying trees may be removed at: the Tree Warden's discretion. Requests for removal of healthy trees in a public right-of-way requires a public hearing in accordance with MGL 87.



#### Street Vendors (188-17)

Most transient vendors, peddlers and hawkers must apply to the City Council. They will be referred to the Health Department if food is involved. Applications can be picked up from the City Clerk's office.

**Enforcement** - Police Department

#### **Road Occupancy Permit**

Permits are required for any activity within a City right-of-way. There is no fee associated with this permit. For additional information, contact the DPW at 413-594-3566.

#### **Curb Cuts & Driveway Installation Permits**

Permits are required for creating an opening into a public way. There is no fee associ-

## WASTE DISPOSAL

#### Littering/Debris on Highway (243-45, 169-27)

Anyone who either knowingly or unknowingly causes or allows materials to be dispersed upon a public way must remove the material and dispose of it properly.

**Enforcement** - Police Department

**Fine** - Up to \$100/day

#### Trash Collection (169-12)

Trash is collected weekly at the curbside. Remember, trash can only be put out 12 hours prior to collection. No Bulk Waste. To determine your collection day, please call the DPW at 413-594-3566.

#### Recycling (223-2)

Residents are required to separate recyclable materials such as all mixed paper, junk mail, cardboard boxes, and cans and bottles, from garbage. Those recyclables will be collected at the resident's curbside every two weeks in green barrels provided by the DPW. Schedules indicating trash, recycling and leaf/yard waste collections can be obtained at the DPW office. Residents of multi-family units of 5 or more should check with their landlord for the collection method used at that property.

**Enforcement** - Department of Public Works (DPW)

Fine - \$50



#### Unauthorized Pick up of Recyclables (223-3)

It is a violation for any person other than authorized employees of the City of Chicopee acting in the course of their employment to collect or pick up or cause to be collected or picked up any recyclable material.

**Fine** - \$100/day

#### **Bulk Waste**

Items such as furniture and appliances can be brought to the landfill located on New Lombard Road. There is no fee, but proof of Chicopee residency is required. You may call the DPW for assistance with bulk waste items. To make multiple trips to the landfill to dispose of either bulk or household waste, a permit from the DPW is required. There is no permit fee.

#### **Rubbish Containers (169-5, 169-13)**

Rubbish receptacles shall be a set out container ("toter") as provided by the City, overflow bag as defined above, or other yard waste bag or container as specifically approved by the City. Trash containers may be placed outside no more than 12 hours before collection.

**Enforcement** - Department of Public Works

**Fine** - \$50

#### Rubbish in City Park (169-8)

Dumping of rubbish or trash in city parks is forbidden

Fine - \$100/day

## <u>Disposal of Rubbish Regulation</u> (169)

No person shall dump, throw, or place any rubbish on any public or private property except if it is in a proper container for collection.

Fine - \$200, \$50/day thereafter



#### Hazardous Waste Disposal (230-31)

Hazardous waste collection days are held periodically each year and are advertised. Please help to protect the environment and do not throw away batteries, paint or other hazardous products with your household trash.

#### Sewer Disposal (230-31)

Sewer disposal of substances that could harm the sewer or treatment plant, such as gasoline, paint thinner, oil and used anti-freeze is prohibited. Do not discharge any material which could be explosive, flammable, toxic or corrosive. Contact the Water Pollution Control Facility at 413-594-3585 for assistance in proper disposal of these types of substances.

#### Camper/RV Wastewater Disposal

Residents of the City may dispose the wastewater from their campers and recreation vehicles at the treatment plan on Medina Street at NO COST. Please call for directions and disposal hours at 594-3585.

## PUBLIC LIBRARIES

Emily L. Partyka Main Library, 449 Front Street 413-594-1800 Nancy Contois, Librarian

Fairview Branch, 400 Britton Street

413-533-8218



**Bookmobile:** Please contact the Main Library for Bookmobile schedules

Note: The main library has reference/research and internet services available.

## PUBLIC PARKS

Following is a list of Chicopee Public Parks. For more information call the Parks & Recreation Department at 413-594-3481

#### Aldenville Commons, Grattan Street

-Gazebo, Park Benches, Fountain, Summer Concerts

#### Ray Ash Park, Arcade Street

-Baseball/Soccer Fields, Basketball Court, Play Equipment, Swimming Pool, Spray Park, Picnic Area, Skate Park

#### Bowie Park, James Street

-Baseball/Soccer Fields, Basketball Court, Trails, Play Equipment

#### Dana Park, Newbury Street

-Baseball/Soccer Fields, Basketball Court, Picnic Area, Play Equipment, Spray Park

#### Fairview Park, Montcalm/Broad Street

-Baseball/Soccer Fields, Basketball Court, Tennis Court, Play Equipment, Swimming Pool, Spray Park

#### **Garrity Grove**, Peter Street

-Baseball/Football/Lacrosse Fields, Basketball Court, Trails, Play Equipment, Spray Park, Tennis Courts

#### Ike Alpert Park, Beauchamp Terrace

-Soccer/Lacrosse Field, Basketball Court, Play Equipment, Hockey Rink

#### Lincoln Grove, Broadway/Grove Street

-Baseball/Soccer Fields, Basketball Court, Play Equipment, Spray Park, Skate Park

#### Litwin Field, Litwin Lane

-Baseball/Soccer Fields, Basketball Court, Play Equipment

#### Nash Park, Ferry Street

-Baseball/Soccer Fields, Basketball Court, Play Equipment, Wading Pool, Skate Park

#### Preston Park, Access Road

-Baseball/Soccer Fields, Trails, Play Equipment

#### Rivers Park, Meadow Street

-Baseball/Soccer Fields, Basketball Court, Play Equipment, Trails, Swimming Pool, Spray Park, Picnic Facility, Skate Park

#### Sarah Jane Sherman Park, Chicopee/Stedman Street

-Baseball/Soccer Fields, Basketball Court, Play Equipment, Trails, Spray Park, Skate Park, Picnic Facility

Note: Sarah Jane State Pool is run by Mass DCR

#### Sheridan Street Mini Park, Sheridan Street

-Play Equipment

#### Szetela Park, Macek Drive

-Baseball/Soccer Fields, Play Equipment, Trails

#### Szot Park, Front Street/Bemis Avenue

-Baseball/Soccer/Football Fields, Basketball Court, Bocce Courts, Swimming Pool, Spray Park, Tennis Court, Trails, Play Equipment, Picnic Facility

#### Vietnam Veterans Park, Chicopee/St. Louis Avenue

-Park Benches

#### Williams Park, Burnett Road

-Baseball/Soccer Fields, Tennis Court, Trials, Spray Park, Volleyball Court, Play Equipment

#### Wisniowski Park, School/Chestnut/Park Streets

-Basketball Court, Spray Park, Play Equipment

## CHICOPEE PUBLIC SCHOOLS

School	Grades	Address	Telephone / Fax
High Schools			
Chicopee High School	9-12	820 Front St. Chicopee MA 01020	Tel:(413)594-3437 Fax:(413)594-3500
Chicopee Comprehensive	9-12	617 Montgomery St., Chicopee, MA 01020	Tel:(413)594-3534 Fax:(413)594-3492
Career Technical Education	9-12	617 Montgomery St., Chicopee, MA 01020	Tel:(413)594-3555 Fax:(413)594-3402
Chicopee Academy	6-12	12 Dare Way Chicopee, MA 01013	Tel:(413)594-3439 Fax:(413)594-1863
Middle Schools			
Edward Bellamy	6-8	314 Pendleton Ave., Chicopee, MA 01020	Tel:(413)594-3527 Fax:(413)594-1837
Dupont Middle School	6-8	650 Front St., Chicopee, MA 01013	Tel: 413.594.1881 Fax: 413.594.1897
Elementary Schools			
Anna E. Barry	K-5	44 Connell St. Chicopee, MA 01020	Tel:(413)594-3425 Fax:(413)594-3468
<u>Belcher</u>	K-2	125 Montgomery St. Chicopee, MA 01020	Tel:(413)594-3526 Fax:(413)594-3469
Patrick E. Bowe	K-5	115 Hampden St. Chicopee, MA 01013	Tel:(413)594-3431 Fax:(413)594-1848
Bowie Memorial	K-5	80 DARE Way Chicopee, MA 01022	Tel:(413)594-3532 Fax:(413)594-3590
Lambert-Lavoie Memorial	K-5	99 Kendall St. Chicopee, MA 01020	Tel:(413)594-3444 Fax:(413)594-3513
Robert R. Litwin	K-5	135 Litwin Lane Chicopee, MA 01020	Tel:(413)594-3545 Fax:(413)594-3547
Fairview Elementary	K-5	26 Memorial Ave. Chicopee, MA 01020	Tel: 413.594.3501 Fax: 413.594.3509
Stefanik Memorial	K-5	720 Meadow St. Chicopee, MA 01013	Tel:(413)594-3463 Fax:(413)594-3462
Streiber Memorial	K-5	40 Streiber Drive Chicopee, MA 01020	Tel:(413)594-3446 Fax:(413)54-3480
Early Childhood School			
<u>Szetela</u>	Pre-K	66 Macek Drive Chicopee,MA 01013	Tel:(413)594-3597 Fax:(413)594-3596

## CITY HALL DEPARTMENTS

#### City Hall

17 Springfield Street, Chicopee, MA 01013

#### **City Hall Annex**

274 Front Street, Chicopee, MA 01013

Assessors' Office

Laura McCarthy 413-594-1430
Victor Anop Imccarthy@chicopeema.gov
Brian Suchy vanop@chicopeema.gov
bsuchy@chicopeema.gov

<u>Auditing Department</u>

Sharyn Riley, City Auditor 413-594-1410 sriley@chicopeema.gov

City Council

John Vieau, President 413-594-1435 jvieau@chicopeema.gov

City Clerk's Office

Keith Rattell, City Clerk 413-594-1466 krattell@chicopeema.gov

Collector's Office

Stanley Iwanicki, City Collector 413-594-1480 siwanicki@chicopeema.gov

**Human Resources Department** 

Evelyn Rivera-Riffenburg, Director 413-594-1510 eriffenburg@chicopeema.gov

**Management Information Systems** 

Vanessa Oquendo, Director 413-594-1583 voquendo@chicopeema.gov

Law Department

Marshall T. Moriarty, City Solicitor 413-594-1520 mmoriarty@chicopeema.gov

License Commission

William Pagel, Chairman
413-594-1530
Laurie Taillefer, Clerk
Itaillefer@chicopeema.gov

Mayor's Office

Richard J. Kos, Mayor mayorkos@chicopeema.gov

Messenger's / Maintenance Office

Jay Croteau, City Messenger

413-594-1533 icroteau@chicopeema.gov

Planning Department

413-594-1515

Lee Pouliot, Director

lpouliot@chicopeema.gov

bsalamon@chicopeema.gov

**Purchasing Department** 

Brian Salamon, Purchasing Agent

413-594-1555

Retirement Office

413-594-1540

Anna Maria Hamblin, Executive Director

ahamblin@chicopeema.gov

Registrar of Voters Office

Janina Surdyka, Registrar

413-594-1550 jsurdyka@chicopeema.gov

Treasurer's Office

413-594-1560

Marie Laflamme, City Treasurer

mlaflamme@chicopeema.gov

## OFFSITE CITY DEPARTMENTS

**Building Department** 

115 Baskin Drive, Chicopee, MA 01020 Carl Dietz, Building Commissioner 413-594-1440 cdietz@chicopeema.gov

Office of Community Development

38 Center Street, Chicopee, MA 01013

413-594-1490

Central Maintenance Garage

677 Meadow Street Chicopee, MA 01013 Allen Ryczek, Supervisor 413-594-3580 aryczek@chicopeema.gov

Chicopee Electric Light

725 Front Street, Chicopee, MA 01020 Jeffrey Cady, General Manager CHICOPEE ELECTRIC LIGHT

413-598-8311 jcady@celd.com

**Chicopee Council On Aging** 

5 West Main Street, Chicopee, MA 01020 Sherry Manyak, Executive Director 413-534-3698 smanyak@chicopeema.gov

**Department of Public Works** 

115 Baskin Drive, Chicopee, MA 01020 Jeffrey Neece, Superintendent 413-594-3557 jneece@chicopeema.gov

#### **Engineering Department**

115 Baskin Drive, Chicopee, MA 01020 Elizabette Botelho, City Engineer 413-594-3557, ext. 310 ebotelho@chicopeema.gov

#### **Chicopee Country Club**

1290 Burnett Road, Chicopee, MA 01020 Michael O'Neill, Director 413-594-9295 moneill@chicopeema.gov

#### **Health Department**

115 Baskin Drive, Chicopee, MA 01020 Lisa Sanders, Health Director 413-594-3557, ext. 376 lsanders@chicopeema.gov

#### Chicopee Public Library

449 Front Street, Chicopee, MA 01013 Nancy Contois, Director 413-594-1800 ncontois@cwmars.org

#### **Chicopee Public Safety Complex**

(Fire, Police, & Emergency Management)

#### Chicopee Fire Department

80 Church Street, Chicopee, MA 01020 Dean F. Desmarais, Chief 413-594-1600

ddesmarais@chicopeema.gov

#### Chicopee Police Department

110 Church Street, Chicopee, MA 01020 William Jebb, Chief 413-594-1700 wjebb@chicopeepolice.com

Fairview Cemetery

687 Front Street, Chicopee, MA 01013
Rich Maciolek, Acting Parks Superintendent

413-594-3481

rmaciolek@chicopeema.gov

**Parks and Recreation Department** 

687 Front Street, Chicopee, MA 01013
Rich Maciolek, Acting Parks Superintendent

413-594-3481

rmaciolek@chicopeema.gov

**School Department** 

180 Broadway Street, Chicopee, MA 01020 Richard W Rege, Jr., Superintendent 413-594-3410

rrege@chicopeeps.org

**Veteran's Services** 

36 Center Street, Chicopee, MA 01013 Stephanie Shaw, Director 413-594-3470

sshaw@chicopeema.gov

Water Pollution Control

80 Medina Street, Chicopee, MA 01013 Bill Wood, Chief Operator 413-594-3585

bwood@chicopeema.gov

Water Department

115 Baskin Drive Chicopee, MA 01020 Alan Starzyk, Superintendent 413-594-3420 astarzyk@chicopeema.gov

## **MISCELLANEOUS**

Commission on Disability

36 Center Street, Chicopee, MA 01013 Frank Czepiel, Chairperson 413-594-1510

 $\underline{ChicopeeCOD@charter.net}$ 

**Chicopee Housing Authority** 

128 Meetinghouse Road, Chicopee, MA 01013 Monica Blazic, Executive Director 413-592-6132

mpblazic@chicopeehousing.org

**Greater Chicopee Chamber of Commerce** 

264 Exchange Street, Chicopee, MA 01013 Jessica Roncarati-Howe, President 413-594-2101 www.chicopeechamber.org

**Chicopee District Court** 

30 Church Street, Chicopee, MA 01020

 Offices & Judge
 413-592-4650

 Adult Probation
 413-594-5921

 Juvenile Probation
 413-594-5924

 Clerk Magistrate
 413-598-0099

#### **Chicopee Post Office**

28 Main Street, Chicopee, MA 010120 100 Center Street, Chicopee, MA 01013 413-592-9452 413-592-2956

#### Chicopee Landfill

210 New Lombard Road, Chicopee, MA 01020 Tuesday - Friday Saturday Closed Sunday and Monday 413-594-3557

7:00 a.m. - 4:00 p.m. 7:00 a.m. - 12:00 p.m.

## U.S. SENATE (MA)



#### Senator Elizabeth Warren (D)

Springfield Office 1550 Main Street Suite 406 Springfield, MA 01103 Phone: (413) 788-2690

Washington Office 317 Hart Senate Office Building Washington, DC 20510 Phone: (202) 224-4543





#### Senator Ed Markey (D)

**Springfield Office** 1550 Main Street, 4th Floor Springfield, MA 01101 413-785-4610

Washington, D.C. 218 Russell Senate Office Building Washington, D.C. 20510 202-224-2742



## U.S. HOUSE OF REPRESENTATIVES (MA)



1st Congressional District

Representative Richard E. Neal (D)

SPRINGFIELD OFFICE

300 State Street, Suite 200 Springfield, MA 01105 (413) 785-0325

**WASHINGTON OFFICE** 

2208 Rayburn House Office Building Washington, DC 20515 (202) 225-5601



## MASSACHUSETTS STATE SENATE DISTRICTS

#### Senator Eric P. Lesser (D)

First Hampden and Hampshire Chicopee: Ward 1, Ward 5, Ward 6, Ward 8 precinct B, Ward 9, precinct В

#### District Office

60 Shaker Road Unit 3B East Longmeadow, MA 01028

#### State House

**Room 519** Boston, MA 02133 Phone: 617-722-1291 Fax: 617-722-1014

Email: ric.lesser@masenate.gov







#### Senator James Welch (D)

First Hampden District- Chicopee, ward 2, precincts A and B; ward 3, precincts A and B; ward 4, precincts A and B

#### **District Office**

32-34 Hampden Street Springfield, MA 01103 Phone: 413-737-7756

#### State House

Room 416A Boston, MA 02133

Phone: 617-722-1660

Email: James.Welch@masenate.gov

#### Senator Don Humason (R)

Second Hampden District- Chicopee, ward 7, precincts A and B; ward 8, precinct A; ward 9, precinct A

#### District Office

64 Noble Street Westfield, MA 01085

Phone: 413-568-1366

#### State House

Room 213A

Boston, MA 02133

Phone: 617-722-1415

Email: Donald.Humason@masenate.gov







# MASSACHUSETTS HOUSE DISTRICTS



#### Representative Michael Finn (D)

6th Hampden District- Chicopee: Ward 2: Precinct A, Ward 3: Precinct A, Ward 4: Precinct A

#### District Office

71 Park Avenue West Springfield, MA 01089

Phone: 413-363-1965

#### State House

Room 544

Boston, MA 02133

Phone: 617-722-2637

Email: Michael.Finn@mahouse.gov

#### Representative Thomas Petrolati (D)

7th Hampden District- Chicopee:

Ward 6: Precinct B

#### **District Office**

116 Sewall Street Ludlow, MA 01056 Phone: 413-589-7303 Fax: 413-547-0435

State House

**Room 171** 

Boston, MA 02133 Phone: 617-722-2255 Fax: 617-722-2846

Email: Thomas.Petrolati@mahouse.gov



#### Representative Joseph Wagner (D)

8th Hampden District- Chicopee: Ward 1; Ward 2: Precinct B; Ward 3: Precinct B; Ward 4: Precinct B; Ward 5: Precinct B; Ward 6: Precinct A; Wards 7, 8, 9

#### District Office

333 Front Street, Suite 3 Chicopee, MA 01013 Phone: 413-592-7857

#### State House

Room 42

Boston, MA 02133 Phone: 617-722-2370

Email: <u>Joseph.Wagner@mahouse.gov</u>



#### Representative Jose Tosado (D)

9th Hampden District- Chicopee: Ward 5: Precinct A

#### District Office

640 Page Boulevard Suite 108

Springfield, MA 01104 Phone: 413-746-2728

#### State House

Room 34

Boston, MA 02133 Phone: 617-722-2320

Email: Jose.Tosado@mahouse.gov



## **GOVERNOR'S OFFICE**



#### Governor Charles D. Baker (R)

#### **Western Massachusetts Office**

436 Dwight Street Suite 300 Springfield, MA 01103 Phone: 413.784.1200

#### **Massachusetts State House**

Room 105

Boston, MA 02133 Phone: 617.725.4005

888.870.7770 (in state)



**Massachusetts State House** 

24 Beacon Street, Boston, MA 02133

## SeeClickFix

Chicopee Connect







seeclickfix.com/chicopee





RICHARD J. KOS, MAYOR
17 SPRINGFIELD STREET
CHICOPEE, MA 01013
413-594-1500
January 2018